

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

MANAGED CARE PROGRAM ANALYST

Role Title: Program Administration Specialist II

Position #00647

Pay Band 5, Level II Hiring Range: \$41,778 - \$66,000

Closing Date: August 19, 2013

Unique opportunity to monitor the performance of Managed Care Organizations (MCO) for compliance with contractual and regulatory guidelines and to ensure that the Commonwealth's vulnerable populations have access to necessary medical and behavioral health care and services. Primary activities include assuring compliance with contractual and regulatory standards through resolution of complex medical and behavioral health concerns, frequent review of MCO policy and procedures, and providing direction congruent with State and Federal regulations, MCO Contract requirements, and Department guidelines. The Analyst also prepares complex documents and presentations related to Managed Care programs, and works closely with DMAS and MCO staff, providers, members and interested stakeholders. The successful applicant must have considerable knowledge of the principles and practices of managed care organizations and of medical and behavioral health programs. Requires experience in program evaluation in a managed care or health agency setting. Must have experience with the analysis and interpretation of contracts, and of interpretation and applicability of Federal and State regulations as they pertain to Medicaid managed care. Requires proven experience with policy analysis, legislative practices, research, evaluative and reporting techniques. Must have recent experience working with special needs populations, including pregnant women and children, aged, blind, and disabled, and individuals with behavioral health conditions. Requires demonstrated proficiency using spreadsheets, project planning applications, word processing, and presentation software. Must have demonstrated problem solving skills and ability to communicate effectively orally and in writing. Graduate from an accredited college or university with major course work in public health, public or business administration, social work, nursing, or related field preferred. Education/ training/ experience interchangeable. This position requires travel for meetings, conferences and/or trainings.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA